

**MINUTES**  
**WEST LAFAYETTE REDEVELOPMENT COMMISSION**  
**609 West Navajo St., West Lafayette, Indiana**  
**Council Chambers**  
**September 18, 2013**

The meeting was called to order at 8:32 a.m.  
The Pledge of Allegiance was recited.

Mayor Dennis introduced new Commission member, Johari Miller-Wilson. Mayor Dennis administered the oath of office to Commissioner Miller-Wilson.

Commissioner Curtis called the role.

Present: Peter Gray, Susannah Hall-Justice, Larry Oates, Johari Miller-Wilson, Steve Curtis

Absent: Janet Elmore, Dottie Rausch

Commissioner Stephen Curtis was elected to the position of Secretary by a vote of 5-0 on a motion made by Commissioner Gray and seconded by Commissioner Miller-Wilson.

**Old Business:**

Minutes

Commissioner Curtis moved to approve the minutes of the August 14, 2013 Redevelopment Commission meeting. Commissioner Miller-Wilson seconded. Commissioner Hall-Justice moved to amend page 2, bullet point three of the minutes. The Mid-Block Crossing project update should read: a January 2014 letting is expected. Commissioner Gray seconded. The motion to amend the minutes passed 5-0. The minutes were approved as amended 5-0.

Project Updates

Public Works Director Dave Buck updated the Commission on the following projects:

- Northwestern Ave. Safety Improvements Project – between Lindberg and Yeager Roads. Landscaping is nearing completion. The new signal became active on Tuesday and the old equipment has been removed. Lighting is in fabrication and should be delivered and installed in two to four weeks.
- Cumberland Ave. Ph. III – Survey and utility coordination has begun. Meetings with the various neighborhoods and property owners to discuss the project and the construction schedule have also begun.
- Happy Hollow Road Project – A Federal Aid Project for the reconstruction from US 52 to River Road. Design work is continuing. Valuable public input was received at the neighborhood public meeting which was held on September 10, 2013. Traffic flow during construction was explained. A May 2014 letting through INDOT is anticipated with construction occurring later in the year.

- Mid-Block Crossings – Improvements to the Sagamore West Farmers Market crossing on Salisbury and LaGrange Streets and at Wabash Landing at Tapawingo and Myers Pedestrian Bridge are progressing through the INDOT process with bid opening in January of 2014.

- Salisbury Street Ph. III – From US 52 to Rainbow Drive. Design is progressing and plans have been sent to utilities. A utility coordination meeting will be held in early October. Bids for the project are planned to be opened in November 2013 with construction occurring from April through September 2014.

Parks Superintendent Joe Payne updated the Commission on the following projects:

- Wabash Heritage Trail – Indian Trail Assessment Information signs are being installed this week on several of the Wabash Heritage Trail trailhead signs; they are already installed in Happy Hollow Park. The signs provide information to meet ADA requirements and also include a QR code that provides a link to the Trails Guide. We're the first in Indiana and in the Midwest to install the signs. A news release will be issued.

- Happy Hollow Park - The process of requesting quotes for the purchase and installation of new picnic tables for Happy Hollow Park Shelters #1-#4 is underway.

- Indian Trail entrance to Happy Hollow Park – The plans have been reviewed and revised for reconstructing the Indian Trail Drive entrance for the Wabash Heritage Trail into Happy Hollow Park to meet ADA requirements. Construction is planned for next year.

- Cattail Trail Connection – Survey work is nearly done for the Cattail Trail connection (between Yeager and Cumberland), and the trail is tentatively planned for construction within the present INDOT right-of-way. Depending on the INDOT project process, construction is anticipated for next year.

- Garden Street Neighborhood Park – There hasn't been any follow-up from the Northwestern Heights Neighborhood Association about a potential pocket park on the western half of the Garden Street right-of-way between Summit and Northwestern.

- Tyler Technologies – Clerk-Treasurer Rhodes commented that she has begun work on the project ledger chart of accounts which will be key to the Commission's access to information.

Commission President Oates noted that the City has the capability to put the entire proceedings of the meeting on an MP3 file which will be available on the City's website. (Due to operator error, the minutes will be available as an MP3 file beginning with the October 2013 meeting.)

### 2014 Spending Plan

Commission President Oates noted some corrections that were made to the plan. Redevelopment Commission Treasurer Judy Rhodes explained the adjustments that have been made to

the plan and stated there will be additional reductions as the month progresses. Adjustments made to the 2013 plan will be reflected in the beginning fund balances of the 2014 plan.

#### Other

There was no further old business.

#### **New Business:**

##### **Review of Financial Schedules**

Redevelopment Commission Treasurer Judy Rhodes stated the schedules reflect the original 2013 Spending Plan as adopted with charges, earmarks and allocations. Revisions reflected in the 2013-2014 worksheets are not shown on the schedules. Commission Treasurer Rhodes has been working with the county auditor and will advise the Commission when the 2012 Redevelopment Commission transaction report has been filed with the DLGF.

##### **Payment of Claims**

###### **Sagamore Parkway TIF Claims**

**\$0.00**

There were no claims from the Sagamore Parkway TIF District.

###### **KCB TIF Claims**

**\$159,687.72**

Commissioner Curtis moved to pay the KCB TIF claims. Commissioner Gray seconded.

The roll call vote:

**Aye:** Gray, Hall-Justice, Miller-Wilson, Oates, Curtis

**Nay:**

The motion to approve the payment of the KCB TIF claims in the total amount of \$159,687.72 passed 5-0.

###### **Levee/Village TIF Claims**

**\$109,594.80**

Commissioner Miller-Wilson moved to pay the Levee/Village TIF claims. Commissioner Curtis seconded.

The roll call vote:

**Aye:** Gray, Hall-Justice, Miller-Wilson, Oates, Curtis

**Nay:**

The motion to approve the payment of the Levee/Village TIF claims in the total amount of \$109,594.80 passed 5-0.

Additional claims previously approved by the Board of Works on behalf of the Redevelopment Commission were provided for reference.

##### **Request for Quote Approval – Happy Hollow Footpath Repair**

Copies of the request for quote specifications and maps showing the location were provided. Joe Payne explained that the repair is divided into two segments and explained the details of the trail repair. Quotes are to be opened at the October 1, 2013 Board of Public Works & Safety meeting. Commissioner Gray moved to approve the Request for Quotes for the Happy Hollow Park Ravine

Footpath Repair dated September 18, 2013 and authorize the Board of Works to open said quotes, take the quotes under advisement and enter into an agreement on behalf of the West Lafayette Redevelopment Commission in an amount not to exceed \$50,000. Commissioner Miller-Wilson seconded.

The roll call vote:

**Aye:** Gray, Hall-Justice, Miller-Wilson, Oates, Curtis

**Nay:**

The motion passed 5-0.

#### Contract Approval - State Street Master Plan – MKSK

Director of Development Chandler Poole stated this is the contract for the State Street Master Plan project which is equally split with the Redevelopment Commission for the City of West Lafayette, Purdue University, and Purdue Research Foundation. A project scope, timeline schedule and a map of the included area were provided. The plan addresses the State Street Corridor from the Wabash River, through the village, to the new 231 bypass. Chandler Poole stated the Commission will receive regular updates on the progress of the project which is expected to be completed by August 2014. Commissioner Miller-Wilson moved to approve the agreement between the Redevelopment Commission for the City of West Lafayette and MKSK Indianapolis for the State Street Master Plan in an amount not to exceed \$197,900 and to add the Redevelopment Commission for the City of West Lafayette as a stakeholder in the State Street Master Plan Agreement. Commissioner Hall-Justice seconded.

The roll call vote:

**Aye:** Gray, Hall-Justice, Miller-Wilson, Oates, Curtis

**Nay:**

The motion passed 5-0.

#### Change Order No. 8 – Cumberland Ave. Phase II – Rieth Riley Construction Co.

Dave Buck commented the change order includes a credit for final quantity adjustments and the remainder of the landscaping maintenance. Commissioner Gray moved to approve Cumberland Ave. Reconstruction Phase II Change Order No. 8 for a deduction of \$41,142.48 which brings the total contract with Rieth Riley to \$3,585,456.78. Commissioner Miller-Wilson seconded.

The roll call vote:

**Aye:** Gray, Hall-Justice, Miller-Wilson, Oates, Curtis

**Nay:**

The motion passed 5-0.

#### Change Order No. 3 – Cumberland Avenue Reconstruction Phase I – Roudebush Grading, Inc.

Dave Buck explained the change order to the contract which is for the remainder of the right-of-way landscape maintenance with Roudebush Grading. The change order closes out Phase I of the Cumberland Avenue Reconstruction Project. Commissioner Curtis moved to approve Change Order No. 3 to the contract with Roudebush Grading for a deduction of \$14,250.18 which brings the total contract amount to \$223,000.89 and closes out Phase I of Cumberland Avenue Reconstruction Project. Commissioner Gray seconded.

The roll call vote:

**Aye:** Gray, Hall-Justice, Miller-Wilson, Oates, Curtis

**Nay:**

The motion passed 5-0.

Quote Approval – Cumberland Avenue Reconstruction Phase I – Brickman

Dave Buck stated the quote from Brickman for the 2013 Landscape Maintenance Plan is for Phase I of the Cumberland Avenue Reconstruction right-of-way maintenance. Commissioner Miller-Wilson moved to approve the quote from Brickman in an amount not to exceed \$7,000 for the 2013 Landscape Maintenance of Cumberland Avenue Phase I with funding from the KCB TIF Development Incentives appropriation. Commissioner Curtis seconded.

The roll call vote:

**Aye:** Gray, Hall-Justice, Miller-Wilson, Oates, Curtis

**Nay:**

The motion passed 5-0.

Commissioner Curtis moved to authorize the Board of Works to approve an agreement with Brickman and approve the payment of claims on behalf of the Redevelopment Commission for the City of West Lafayette. Commissioner Miller-Wilson seconded.

The roll call vote:

**Aye:** Gray, Hall-Justice, Miller-Wilson, Oates, Curtis

**Nay:**

The motion passed 5-0.

Quote Approval – Cumberland Avenue Reconstruction Phase II – Lawn & Shrub

Dave Buck explained the quote from Lawn & Shrub, Inc. for the 2013 Landscape Maintenance Plan for Phase II of the Cumberland Avenue Reconstruction. Commissioner Gray moved to approve the quote from Lawn & Shrub, Inc. for the 2013 Cumberland Avenue Reconstruction Phase II right-of-way maintenance with funding from the KCB TIF Development Incentives appropriation and grant authorization to the Board of Works to approve an agreement and the payment of claims on behalf of the Redevelopment Commission for the city of West Lafayette. Commissioner Curtis seconded.

The roll call vote:

**Aye:** Gray, Hall-Justice, Miller-Wilson, Oates, Curtis

**Nay:**

The motion passed 5-0.

Amendment No. 2 – Cumberland Ave. Phase III – American Structurepoint

Amendment No. 2 to the Cumberland Avenue Reconstruction Phase III was for right-of-way engineering services in the not to exceed amount of \$56,525 and right-of-way land acquisition services in the not to exceed amount of \$65,600 which represents a total increase of \$122,125 to the contract with American Structurepoint as was approved in July 2013. Commissioner Hall-Justice moved to approve Amendment No. 2 to the Cumberland Avenue Reconstruction Phase III contract with American Structurepoint in an amount not to exceed \$122,125. Commissioner Miller-Wilson seconded.

The roll call vote:

**Aye:** Gray, Hall-Justice, Miller-Wilson, Oates, Curtis

**Nay:**

The motion passed 5-0.

Commissioner Hall-Justice moved to amend the motion amount appropriated for Amendment No. 2 with American Structurepoint from \$122,125 to \$125,000 to include reimbursable expenses. Commissioner Miller-Wilson seconded.

The roll call vote on the amendment:

**Aye:** Gray, Hall-Justice, Miller-Wilson, Oates, Curtis

**Nay:**

The motion passed 5-0.

The roll call vote:

**Aye:** Gray, Hall-Justice, Miller-Wilson, Oates, Curtis

**Nay:**

The motion to approve Amendment No. 2 as amended to the Owner-Engineer Agreement with American Structurepoint of June 12, 2013 in the total amount \$125,000 passed 5-0.

#### Other

#### **Public Comment**

Public Comment was requested. The next meeting was confirmed:

**Wednesday, October 16, 2013 @ 8:30 a.m.**

#### **Adjourn**

There being no further new business, Commissioner Miller-Wilson moved to adjourn. Commissioner Curtis seconded. The meeting adjourned at 9:40 a.m.

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Stephen B. Curtis  
Secretary

Approved:

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Lawrence T. Oates  
President